

Handout Tips for Google Chrome

Keyboard and Mouse Shortcuts <https://support.google.com/chrome/bin/answer.py?hl=en&answer=157179>

Show Home button and Bookmark Bar Customize / Settings. Bookmark Bar is a very useful way of managing and accessing your bookmarks. Drag and drop, right click or use the Bookmark Manager

Tabbed browsing – click links with mouse wheel; or Ctrl + Left Click; or Right Click menu

Incognito – leaves no browsing tracks; useful for second gmail log in. Kiosks should use incognito mode so users are not accidentally left logged on. Just create a shortcut to Chrome. Then add –incognito at the end of the target field of the shortcut. Make sure to have a space in front of it. IE has ‘In Private’ mode.

Extensions – I like Adblock to eliminate many adverts, particularly those annoying flashing ones; Send from Gmail and WOT (Web Of Trust) is a link checker. AVG has one built in.

Rip tab – just drag a tab off chrome. Useful for comparing sites, filling in a form.

Pin Tabs. I find it useful to pin my most common tabs so they stay open at the left most end of the tabs. My common pinned tabs are gmail, Hotmail and facebook. Just right click a tab and select ‘Pin’

Bookmarks – use Bookmark Bar with folders with very short names. To add bookmarks just drag and drop URLs from Address bar a web page; the Bookmark manager; or right click and copy and paste.

Saved passwords – suggest you turn off as, unlike Firefox, there is no master password in Chrome so any user can see your saved passwords. Also periodically check to see what has been saved. I use the freeware KeePass for recording my passwords

Find on a webpage saves lots of reading. Use Ctrl+F to open the Find box

Printing – Right Click. Gives a page preview. Can ‘print’ (ie Save) as PDF

Zooming Ctrl+Roll wheel; Ctrl & +/-; Ctrl + 0 to reset; or use Zoom in the Settings menu

History. Ctrl + H. Note the ‘Search History’ box at the top. Can search for .doc, .jpg etc. ‘X’ clears the search list. Also has a button to clear browsing data.

Downloads Ctrl+J. Also has a search box at the top. Also links to open the Downloads Folder, or show the individual file in the folder. You can change your download location and/or ask where to save each time (settings / advanced/downloads)

Help system is very good with simple step by step instructions. Use it!!!

Synched bookmarks. Useful if you use multiple computers. Keeps all your bookmarks in synch.

Themes Configure /settings / appearance. Useful if you like a more suitable appearance

Manage search engines (Configure / settings / search). I like Google. I always get rid of ‘Ask’ as it is simply a rebadged Google search but with more adverts. Use Control Panel / Uninstall to get rid of Ask

Startup options (Configure / settings / on startup). Startup with a blank page is the fastest. You can elect to startup with several tabs open.

This handout was part of a Blackboard Collaborate session 25th Oct 2012